

GOVERNMENT OF THE DISTRICT OF COLUMBIA
Department of Health



District of Columbia Municipal Regulations (DCMR)

Title 17, Chapter 69

PSYCHOLOGY

**DISTRICT OF
COLUMBIA
MUNICIPAL
REGULATIONS
for
PSYCHOLOGY**

CHAPTER 69 PSYCHOLOGY

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6900 GENERAL PROVISIONS

- 6900.1 This chapter shall apply to applicants for and holders of a license to practice psychology.
- 6900.2 Chapters 40 (Health Occupations: General Rules) and 41 (Health Occupations: Administrative Procedures) of this title shall supplement this chapter.

6901 TERM OF LICENSE

- 6901.1 Subject to § 6901.2, a license issued pursuant to this chapter shall expire at 12:00 midnight of December 31st of each odd-numbered year.
- 6901.2 If the Director changes the renewal system pursuant to § 4006.3 of Chapter 40 of this title, a license issued pursuant to this chapter shall expire at 12:00 midnight of the last day of the month of the birthdate of the holder of the license, or other date established by the Director.

6902 EDUCATIONAL REQUIREMENTS

- 6902.1 Except as otherwise provided in this subtitle, an applicant for a license shall furnish proof satisfactory to the Board, in accordance with § 504(o) of the Act, D.C. Official Code § 3-1205.04(o) of the following:

(a) That the applicant has received a doctoral degree from an institution which was accredited, at the time the degree was conferred, by an accrediting body recognized by the Secretary of the United States Department of Education or the Council on Postsecondary Accreditation; and

(b) That the applicant meets one (1) of the following requirements:

(1) That the applicant's doctoral degree program is listed in the "Doctoral Psychology Program Meeting Designation Criteria" published annually by the Association of State and Provincial Psychology Boards or the Council for the National Register of Health Service Providers in Psychology (the National Register), applicable for the year in which the degree was conferred; or

(2) That the applicant's doctoral degree program was accredited by the American Psychological Association at the time the degree was awarded; or

(3) That the applicant holds an active diploma awarded by the American Board of Professional Psychology.

6902.3 An applicant for a license shall furnish the following proof satisfactory to the Board Pursuant to § 6902.9 that the applicant has obtained a minimum of four thousand (4,000) hours of psychological practice.

6902.4 Pursuant to § 6902.9, the four thousand hours may have been acquired after conferral of the doctoral degree or, two thousand (2,000) hours may have been acquired during a pre-doctoral internship with the remaining two thousand (2,000) hours acquired after conferral of the doctoral degree.

6902.5 Pursuant to § 6902.9, the four thousand (4,000) hours shall be performed under the supervision of a psychologist, psychiatrist, or independent clinical social worker licensed in a jurisdiction of the United States unless otherwise permitted.

6902.6 If an applicant chooses to acquire the four thousand (4,000) hours of psychological practice after he or she has obtained the doctoral degree, the hours shall be obtained over a period of not less than two (2) years and not more than three (3) years commencing the day after conferral of the applicant's doctoral degree but before the date the application is submitted. The Board may extend the three (3) year limit for good cause shown.

6902.7 If an applicant chooses to acquire two thousand (2,000) hours during a pre-doctoral internship and the remaining two thousand (2,000) hours after conferral of the doctoral degree, the hours obtained after conferral of the degree shall be obtained over a period of not less than one (1) year and not more than two (2) years commencing the day after conferral of the degree but before the date the application is submitted. The Board may extend the two (2) year limit for good cause shown.

- 6902.8 An applicant for a license shall furnish proof satisfactory to the Board pursuant to § 6902.9 that the applicant obtained experience that meets the following requirements:
- (a) Two hundred (200) of the required hours shall have been completed as follows:
 - (1) One hundred (100) of the required hours shall have been completed under the immediate supervision of a psychologist licensed in a jurisdiction of the United States; and
 - (2) The remaining one hundred (100) required hours shall have been completed under the immediate supervision of a psychologist, psychiatrist, or independent clinical social worker licensed in a jurisdiction of the United States. No more than fifty (50) of these hours shall be in group supervision. For the purposes of this subsection "group supervision" means the supervision of three (3) to five (5) people by a psychologist, psychiatrist, or independent clinical social worker.
 - (b) The applicant's performance shall have been rated as at least satisfactory by each supervisor.
- 6902.9 An applicant for a license shall demonstrate qualifications required by §§ 6902.3, 6902.4, 6902.5, and 6902.6 by submitting with the application a signed statement from each supervisor who supervised the applicant during the required period of experience, on a form approved by the Board, which sets forth as follows:
- (a) The location at which and period of time during which the supervision took place;
 - (b) The number of hours of general supervision of the applicant;
 - (c) The number of hours of immediate supervision of the applicant;
 - (d) The specific nature of and responsibilities included in the applicant's practice;
 - (e) A rating of the applicant's performance; and

- (f) The jurisdiction in which the supervisor was licensed during the supervisory period and the supervisor's license number.

6902.10 A postdoctoral internship shall be acceptable experience if it meets the requirements of §§ 6902.3, 6902.4, 6902.5, and 6902.6.

6902.11 An applicant for a license who has been licensed in another jurisdiction in the United States but who does not qualify for licensure by reciprocity pursuant to the Act and § 4014 of this title may rely upon licensed, unsupervised practice to fulfill the experience requirements of this section. The applicant shall submit a certificate of licensure in good standing with the application and a statement which sets forth the location, duration, total hours, and specific nature of the applicant's practice.

6903 APPLICANTS EDUCATED IN FOREIGN COUNTRIES

6903.1 The Board may grant a license to practice psychology to an applicant who completed an educational program in a college or university in a foreign country which program is not accredited in accordance with § 6902 if the applicant meets the following requirements:

- (a) Meets all requirements of this chapter except for § 6902.1; and
- (b) Demonstrates to the satisfaction of the Board that the applicant's education and training are substantially equivalent to the requirements of this subtitle and the Act in ensuring that the applicant is qualified to practice psychology by submitting the documentation required by § 6903.2 of this section.

6903.2 An applicant under this section shall, in lieu of meeting the requirements of § 6902.1(a), submit one of the following:

- (a) Proof satisfactory to the Board that the applicant has received a doctoral degree from a foreign institution which was accredited, at the time the degree was conferred, by an accrediting body recognized by the national government of the country in which the institution is located; or
- (b) A certification from a private education evaluation service approved by the Board that the applicant's foreign education is substantially equivalent to the education provided in an accredited program.

6903.3 The Board may interview an applicant under this section to determine whether the applicant's education or training meets the requirements of the Act and this chapter.

6903.4 If a document required by this chapter is in a language other than English, an applicant shall arrange for its translation into English by a translation service acceptable to the Board and shall submit a translation signed by the translator attesting to its accuracy.

6904 NATIONAL EXAMINATION

6904.1 To qualify for a license by examination, an applicant shall receive one of the following scores:

(a) A score not lower than one-half (0.5) standard deviation below the national mean score on the Psychological Licensing Examination sponsored by the American Association of State Psychology Boards (AASPB examination);

(b) A passing score, as determined by the Board, on a successor examination to the AASPB examination; or

(c) A passing score on the examination sponsored by the American Board of Examiners of Professional Psychology (ABEPP examination).

6904.2 An applicant who has passed an examination specified in § 6904.1 more than five (5) years prior to the application date, but who does not qualify for a license by reciprocity pursuant to the Act and § 4014 of this title, shall not be required to retake the examination if the applicant demonstrates to the satisfaction of the Board that the applicant has been continuously licensed and practicing as a psychologist in the United States since the date the applicant passed the examination.

6904.3 An applicant who desires to take an examination specified in § 6904.1(a) shall submit an application and supporting documentation in compliance with one (1) of the following schedules:

(a) If the applicant desires to take the April AASPB examination, the application shall be submitted by the prior December 1, and all supporting documentation shall be received by the Board by the prior February 1; or

(b) If the applicant desires to take the October AASPB examination, the application shall be submitted by the prior June 1, and all

supporting documentation shall be received by the Board by the prior August 1.

6904.4 An applicant shall submit the applicant's examination results, which have been certified or validated by the AASPB or ABEPP, to the Board with the completed application.

6904.5 An applicant under this section who fails examinations on two (2) consecutive attempts may not take another examination for one (1) year following the second failure. Thereafter, the applicant may not take an examination for one (1) year after each failure.

6905 DISTRICT EXAMINATION AND INTERVIEW

6905.1 To qualify for a license under this chapter, an applicant shall receive a passing score on an examination developed by the Board on laws and rules, and ethical standards pertaining to the practice of psychology (the District examination).

6905.2 The Board shall administer the District examination at least three (3) times a year.

6905.3 An applicant shall not be eligible to take the District examination until all other requirements for a license are met.

6905.4 The District examination may consist of questions on the following:

- (a) The District of Columbia statutes and rules concerning the practice of psychology; and
- (b) The Code of Ethics of the American Psychological Association.

6905.5 A passing score on the District examination shall be a score of seventy-five percent (75%) on each part of the examination.

6905.6 The Board may require applicants to be interviewed with respect to their past and present education and experience relating to psychology.

6905.7 The Board may not deny an applicant a license on the basis of an interview unless statements by the applicant at the interview indicate that the applicant has violated the Act or this title.

6905.8 An applicant who fails the District examination on two (2) consecutive attempts may not retake the examination for six (6) months following the second failure. Thereafter, the applicant may not retake the examination for one (1) year after each failure.

6906 CONTINUING EDUCATION REQUIREMENTS

6906.1 Subject of § 6906.2, this section shall apply to applicants for the renewal, reactivation, or reinstatement of a license for a term expiring December 31, 1991, and for subsequent terms.

6906.2 This section shall not apply to applicants for an initial license by examination, reciprocity, or endorsement, nor shall it apply to applicants for the first renewal of a license granted by examination.

6906.3 A continuing education credit shall be valid only if it is part of a program or activity approved by the Board in accordance with § 6907.

6906.4 An applicant for renewal of a license shall submit proof of having completed thirty (30) hours of approved continuing education credit during the two-year (2) period preceding the date the license expires.

6906.5 To qualify for a license, a person in inactive status within the meaning of § 511 of the Act, D.C. Official Code § 3-1205.11 who submits an application to reactivate a license that has been inactive up to a maximum of two (2) years shall submit proof of having completed fifteen (15) approved continuing education credits for each inactive year. An applicant whose license was inactive for more than two (2) years shall retake and pass the D.C. jurisprudence examination and shall complete the number and type of continuing education credits required by Board which shall be determined on a case-by-case basis.

6906.6 To qualify for a license, a person who submits an application for reinstatement of a license that has been expired up to a maximum of two (2) years shall submit proof of having completed fifteen (15) approved continuing education credits for each year the license was expired. An applicant whose license was expired for more than two (2) years shall retake and pass the D.C. jurisprudence examination, and complete the number and type of continuing education credits required by the Board, which shall be determined on a case by case basis.

- 6906.7 An applicant under this section shall prove completion of required continuing education credits by submitting with the application the following information with respect to each continuing education program or activity:
- (a) The name and address of the sponsor of the program;
 - (b) The name of the program, its location, a description of the subject matter covered, a complete schedule with time allotments for each topic or subtopic and lunch or breaks, and the name of each instructor or speaker;
 - (c) The date(s) on which the applicant participated in the program;
 - (d) The hours of continuing education credit claimed; and
 - (e) A copy of the continuing education completion verification document that includes the sponsor's signature and seal.
- 6906.8 An applicant under this section shall prove completion of continuing education course work which was audited under § 6908.3 by submitting with the application a signed statement from the instructor on college stationery for each class attended.
- 6906.9 A licensee shall complete three (3) continuing education credits in each of the following:
- (a) Ethics or risk liability; and
 - (b) Cultural competence.
- 6906.10 An applicant for renewal of a license who fails to submit proof of having completed continuing education requirements by the date the license expires may renew the license up to sixty (60) days after expiration by submitting proof and paying the required additional late fee.
- 6906.11 Upon submitting proof and paying the late fee, the applicants shall be deemed to have possessed a valid license during the period between the expiration of the license and the submission of the required documentation and payment of the late fee.
- 6906.12 If an applicant for renewal of a license fails to submit proof of completion of continuing education requirements or pay the late fee within sixty (60) days after the expiration of the applicant's license, the license shall be considered to have lapsed on the date of expiration.

- 6906.13 The Board may, in its discretion, grant an extension of the sixty (60) day period to renew after expiration if the applicant's failure to submit proof of completion was for good cause.

6907 APPROVED CONTINUING EDUCATION PROGRAMS AND ACTIVITIES

- 6907.1 The Board may, in its discretion, approve continuing education programs and activities that contribute to the growth of an applicant in professional competence in the practice of psychology and which meet the other requirements of this section.
- 6907.2 The Board may approve the following types of continuing education programs if the programs meet the requirement of § 6907.3:
- (a) A seminar or workshop;
 - (b) An education program given at a conference;
 - (c) In-service training; and
 - (d) An online or home study course; or
 - (e) An undergraduate or graduate course given at an accredited college or university provided that the undergraduate course shall be acceptable only if the Board determines that the course is required or needed by the licensee as an introductory component of a professional development plan for the purpose of entering an area of psychology for which the licensee is currently not qualified to practice independently.
- 6907.3 To qualify for Board approval, a continuing education program shall do the following:
- (a) Be current in its subject matter;
 - (b) Be developed by qualified individuals of whom one shall be a psychologist;
 - (c) Be taught or facilitated by at least one qualified individual; and
 - (d) Meet one of the following requirements:
 - (1) Be administered by an accredited college or university;

- (2) Be approved by a Board-recognized psychology organization, accredited health care facility, or other legally constituted organization; or
- (3) Be submitted by the program sponsor to the Board for review no less than sixty (60) days prior to the date of the presentation and be approved by the Board before the program or activity starts.

The program or activity shall include each of the following:

- (A) The sponsor's name and address;
- (B) The program's name;
- (C) The location;
- (D) A description and specific goals;
- (E) The target audience's maximum size and professional level (Master's or doctorate);
- (F) The program's tentative or actual schedule, including the allotted time for lunch, breaks and topic headings or subheadings;
- (G) An appropriately constructed evaluation form and continuing education completion verification document;
- (H) The name and credentials of each instructor or speaker including relevant education, training, research, publications, work samples(s), honor or awards, special recognition and, if applicable;
- (I) The evaluation results of comparable programs or activities previously conducted.

6907.4 The Board shall maintain a list of approved continuing education programs on its website.

6907.5 An applicant shall have the burden of verifying whether a program is approved by the Board pursuant to this section prior to attending the program.

6907.6 The Board may approve the following continuing education activities:

- (a) Serving as an instructor or speaker at a conference, seminar, workshop, or in-service training;
- (b) Being the author or coauthor of an article (including “critiques” and “responses”) or a book review in a professional journal or periodical, or author or coauthor of a book or book chapter;
- (c) Serving as an editor (including “associate” and “junior” levels) for a professional journal, periodical or book;
- (d) Serving as an article reviewer for a professional journal or periodical; or
- (e) Having developed an online or home study continuing education course.

6908 CONTINUING EDUCATION CREDITS

- 6908.1 The Board may grant continuing education credit for whole hours only, with a minimum of fifty (50) minutes constituting one (1) credit hour.
- 6908.2 For approved undergraduate or graduate courses taken for educational credit, each semester credit hour shall constitute five (5) continuing education credits and each quarter-hour credit shall constitute seven and one-half (7-1/2) continuing education credits.
- 6908.3 For approved undergraduate or graduate courses that are audited, each semester hour of credit shall constitute fifteen (15) hours of continuing education credit, and each quarter hour of credit shall constitute ten (10) hours of continuing education credit.
- 6908.4 The Board may grant a maximum of ten (10) continuing education credits per licensure period to an applicant who participates in one or more in-service education programs.
- 6908.5 The Board may grant a maximum of fifty percent (50%) of an applicant’s continuing education requirement for completing continuing education activities under § 6907.6.
- 6908.6 The Board may grant credit to an applicant who serves as an instructor or speaker at an approved program for preparation and presentation time, subject to the restrictions under § 6908.7 through § 6908.9.

- 6908.7 The amount of continuing education credit that may be granted is fifty percent (50%) of the amount of actual presentation time.
- 6908.8 If an applicant has previously received credit in connection with a particular presentation, the Board shall not grant credit for a subsequent presentation unless it involves either a different subject or substantial additional research concerning the same subject.
- 6908.9 The presentation shall have been completed during the period for which credit is claimed.
- 6908.10 The Board may grant continuing education credit under § 6907.8 only if the applicant proves to the satisfaction of the Board that the work has been published or accepted for publication during the period for which credit is claimed.
- 6908.11 The Board may grant continuing education credits for the following Activities:
- (a) For serving as a reviewer of articles submitted for publication, one (1) continuing education credit may be granted for each article reviewed up to a maximum of three (3) articles;
 - (b) For providing a published critique or response to a published article, one (1) continuing education credit may be granted up to a maximum of three critiques or responses;
 - (c) For publishing an article, a maximum of three (3) continuing education credits may be granted;
 - (d) For publishing a book, a maximum of fifteen (15) continuing education credits may be granted;
 - (e) For serving as a co-editor of a published book, a maximum of fifteen (15) continuing education credits may be divided among the co-editors with each co-editor receiving at least three (3) continuing education credits;
 - (f) For publishing a book chapter, a maximum of three (3) continuing Education credits may be granted;
 - (g) For reviewing a book, a maximum of three (3) continuing education credits maybe granted;

- (h) For serving as a senior editor for a journal or periodical, a maximum of twelve (12) continuing education credits may be granted;
- (i) For serving as an associate editor for a journal or periodical, a maximum of: Nine (9) continuing education credits may be granted;
- (j) For serving as a junior (or comparable level) editor, six (6) continuing education credits may be granted;
- (k) For serving as a speaker or instructor for a seminar, workshop, conference or in-service training, a maximum of six (6) continuing education credits per total presentation time may be granted; or
- (l) For serving as a developer of an online or home study continuing education course, a maximum of three (3) continuing education credits per course may be granted.

6908.12 A licensee shall receive no more than fifteen (15) continuing education credits for any combination of the activities listed in § 6908.11 or for completing any combination of online and home study courses.

6908.13 No continuing education credit shall be awarded for any activity of a licensee if either of the following is true:

- (a) The activity is an expected responsibility of a paid position held by the licensee (such as a professor on a tenure track publishing an article); or
- (b) The licensee received compensation for the activity (including honoraria) or the licensee shall receive compensation in the future.

6909 CODE OF PROFESSIONAL CONDUCT

6909.1 A licensee, student or graduate shall adhere to the standards set forth in the "Ethical Principles of Psychologists and Code of Conduct" as published by the American Psychological Association.

6910 RE-LICENSURE AFTER FOUR OR MORE YEARS OF EXPIRATION

6910.1 A person seeking a license who was previously licensed in the District of Columbia and has not had a District of Columbia license for at least four (4) years and who does not have an active license in another jurisdiction shall:

- (a) Retake and pass the District jurisprudence examination and complete the number and type of continuing education credits required by the Board which shall be determined on a case-by-case basis;
- (b) Submit proof of one (1) year of study completed within the past four (4) years in an approved education program in accordance with § 6902.1 of this chapter; or
- (c) Submit proof of six (6) months of full-time supervised experience as described in § 6911.

6911 PRACTICE OF PSYCHOLOGY BY STUDENTS, GRADUATES OR PERSONS SEEKING RE-LICENSURE

6911.1 A student, graduate, or person seeking re-licensure shall practice only under the general or immediate supervision of a psychologist, psychiatrist, or independent clinical social worker licensed in the District under the Act and in accordance with this section.

6911.2 Only the following persons shall be authorized to practice under this section:

- (a) Students whose practice fulfills educational requirement under § 103(c) of the Act, D.C. Official Code § 3-1201.03 (2001), and § 6902;
- (b) Students whose practice is not in fulfillment of educational requirements, if the student arranges for submission to the Board of a letter from the student's educational institution that certifies that the student is actively completing a doctoral program and that the institution has no objection to the student's practice;
- (c) Graduates fulfilling postdoctoral experience requirements under § 504(0) (2) of the Act, D.C. Official Code § 3-1205.04(0)(2) (2001), and § 6902 or during the pendency of the graduate's initial application for a license under this chapter; and

- (d) A person seeking re-licensure pursuant to § 6906.14(c).
- 6911.3 A person who has been denied a license or disciplined in the District of Columbia or other jurisdiction in the United States may not practice pursuant to this section unless authorized by the Board in writing to do so.
- 6911.4 A supervisor shall, no later than two (2) weeks after supervising a student, graduate, or person seeking re-licensure, inform the Board in writing of the following:
- (a) The supervisor's name and address;
 - (b) The name of the student, graduate, or person seeking re-licensure;
 - (c) The expected period of supervision; and
 - (d) The nature and location of the practice of the student, graduate, or person seeking re-licensure.
- 6911.5 A student, graduate, or person seeking re-licensure shall identify himself or herself as a student, graduate, or person seeking re-licensure to a client before practicing psychology with the client.
- 6911.6 At least five percent (5%) of supervised practice during anyone (1) month period shall be under immediate supervision.
- 6911.7 A graduate may not practice under this section for more than three (3) years, or beyond the graduate's completion of the postdoctoral experience requirement, whichever is less, unless the practice is during the pendency of an initial application by the graduate for a license under this chapter. The Board may, in its discretion, extend the three (3) year limit for good cause shown.
- 6911.8 A student, graduate, or person seeking re-licensure shall not receive compensation of any nature, directly or indirectly, from a patient. The student, graduate, or person seeking re-licensure may receive a salary or other form of compensation from his or her employer based on hours worked in the training program.
- 6911.9 A supervisor shall be fully responsible for all supervised practice by a student, graduate, or person seeking re-licensure during the period of supervision, and shall be subject to disciplinary action for any violation of the Act or this chapter by the student, graduate, or person seeking re-licensure.

- 6911.10 A student, graduate, or person seeking re-licensure shall be subject to all applicable provisions of the Act and this chapter. The Board may deny an application for a license by, or take other disciplinary action against, a student, graduate, or person seeking re-licensure who is found to have violated the Act or this chapter, in accordance with chapter 41 of this title.
- 6911.11 For the purposes of this section, the term "student" means an individual who is enrolled in a doctoral program which meets the requirements of § 6902.1 and, "graduate" means an individual who has completed a doctoral program of study from a program meeting the requirements of § 6902.1.
- 6911.12 The Board shall not recognize the supervised practice of a student, graduate, or person seeking re-licensure whose supervisor fails to comply with the time requirement as specified in § 6911.4.

6999 DEFINITIONS

- 6999.1 As used in this chapter, the following terms shall have the meanings ascribed:

Continuing education – an ongoing process consisting of formal learning activities that: (1) are relevant to psychological practice, education and science; (2) enable psychologists to keep pace with emerging issues and technologies; and (3) allow psychologists to maintain, develop and increase competencies to improve services to the public and enhance contributions to the profession.